

**Directors' Association
Upper Hudson Library System
Friday, August 3, 2012 at UHLS**

Attending:

Judith Wines (ALTM)
Carol Nersinger (APLM)
Judy Petrosillo (BERN)
Geoffrey Kirkpatrick (BETH)
Julie Zelman (BRUN)
Amy Peker (CAST)
Matthew Graff (COHS)
Richard Naylor (COLN)
Evelyn Butrico (EGRN)
Stephanie Preston (GRAF)

Carol Gaillard (HOOF)
Lenny Zapala (MEND)
Pat Sahr (NASS)
Margie Morris (POES)
Judy Felsten (RCSC)
Jane Chirgwin (RENS)
Kim Graff (RVLL)
Mindy Fowler (SNLK)
Tim Burke (UHLS)
Gail Sacco (VOOR)
Sue Hoadley (WSTL)

Visitors: none

Minutes:

Meeting convened at 9:08 AM

Motion: (Kirkpatrick/Naylor) To approve minutes of July 6, 2012 meeting. **Motion carried.**

UHLS News: Tim Burke

- Distributed report - see attached

UHLS Board & Finance Committee: E Butrico

- Met on 7/11 – committees appointed, oaths of office
- UHLS is working on job descriptions for staff
- Amended budget was presented for approval - amendment was needed as State money had not been received. The changes were made based on what is anticipated.

UHLS Administration: J Zelman

- Discussed Rawdon's job description
- Construction grant for UHLS – roof replacement likely to start in Sept/Oct. It will not have any impact on services.
- Discussed venue for next year's annual dinner. Looking in Rensselaer County. Gail suggested Emma Willard.
- No August meeting

Services Committee: R. Naylor

- No meeting. Will meet in August and will review construction grants.

Central Library: ~~P Hieok~~ T Burke

- Met 7/2 – reviewed/discussed goals for new Plan of Service – created a draft. Needs to be approved by the Central Library Committee, the APL Board, and then the UHLS Board. Tim read the four goals for the Plan of Service.

Old Business:

- Online patron registration – Joe is still looking into the module that is available through Horizon. Wants to check on all the ramifications of using it. He will report to ASC.

New Business:

- Officers for 2012-13 – slate presented: Sue Hoadley – President; Lenny Zapala – Vice President; Margie Morris – Secretary.

Motion: (Sacco/Wines) Move to accept the slate as presented. Carried.

- E-content Advisory Committee election of members. Ballot was distributed for voting. Results were:
 - Large library – Richard Naylor
 - Medium library – Jane Chirgwin & Gene Schatoff
 - Small library – Amy Peker & Judith Wines

Open Forum:

Gail: open position at VOOR – under 20 hours – Public Information Specialist – noncompetitive position. VOOR had special needs children in summer reading. Gail would like to see a workshop on helping special needs children during programs. VOOR is working on the building project. Gail reviewed current status.

Evelyn: Budget vote in September - will be about a \$4.00 increase for the average household – 2.54%
Jane C: shared budget difficulties in a municipal library

Sue: Shared that the recent murder in Westerlo happened across from the library.

Three libraries were closed yesterday due to the fire in Ghent : CAST, NASS, STEP.

Adjournment

Motion: (Zapala/Gaillard) To adjourn meeting. **Motion carried.** Meeting adjourned at 10:25AM. Next meeting is September 7, 2012 at 9 AM at UHLS.

Submitted by,
Margie Morris

Tim Burke - Report for 8/3/12 Director's Association meeting

1) Plan of Service - Using all of the feedback and input gathered, the UHLS staff has drafted the information for each of the required elements of the new Plan of Service. A document with the draft goal statement, timeline, intended results and evaluation methods for each element will be sent via e-mail to the UHLS Board of Trustees and to the UHLS Directors this afternoon. You will be asked to review the document and return comments to me on or before Friday, August 17. The feedback received will be reflected in the final draft Plan of Service which will be shared with the DA prior to our September 7 meeting. At that meeting I will be seeking a vote of approval from the DA on the final draft. The UHLS Board of Trustees will consider the plan for approval at their September 12 meeting. The final approved plan is due to DLD by October 1, 2012.

2) Construction Grants 2012 Update - A reminder that the 2012 construction grant applications are due to UHLS by the close of business on Friday, August 24. This lead time is to allow for sufficient time to the System review of the member library applications and for the Services Committee and the UHLS Board to make a final award recommendation. The final member library applications, along with the System recommendations for the awards are due to DLD on October 10.

3) Overdrive Digital Bookmobile to Visit UHLS - We are on track to host the Overdrive Digital Bookmobile in the UHLS service area on August 8th and 9th. Because of some unforeseen circumstances, we were forced to

change the locations for these visits in both Albany and Rensselaer Counties. On Wednesday, August 8 the bookmobile will be at the W.K. Sanford Town Library in Colonie and on Thursday August 9 it will make a stop at the East Greenbush Community Library. Both visits will be from 10am-4pm and Jo-Ann will be on site with the bookmobile for the duration of both appearances and a number of member library staff will be joining her both days to serve as the “local connection” for people visiting the bookmobile, so thanks to those libraries for helping out. This is also an excellent opportunity to send library staff that may not be as comfortable with this new format to visit the bookmobile for a fun field trip that can also serve as an “immersion” into the e-content world. For more information about the visits please contact Jo-Ann at 437-9880 x225 or at jo-ann@uhls.lib.ny.us. For more information about the Overdrive digital bookmobile you can also visit <http://www.digitalbookmobile.com/>

4) Better World Books - Several months ago UHLS and a number of member libraries were contacted by Better World Books about a new program they are rolling out in NYS. Their Book Drop Box program will place a book donation bin somewhere on your library’s property (outside of the building) for book donations. The boxes are equipped with sensors that alert BWB when the box is almost full and BWB dispatches someone to empty the box and take the books to their facility for sorting and sale, donation, or recycling (they guarantee that “Not one book will ever see a landfill!”). The library (or the library’s designated literacy partner) will receive a quarterly check for a % of the books donated at your library’s drop box. BWB sent some information that I will distribute at today’s meeting, but more information can be found at <http://www.betterworldbooks.com/content/dropbox/index.htm>

If there is sufficient interest in the program, BWB has volunteered to send a representative here to speak to interested libraries, so please let me know if you think this is a program that you’d like to learn more about and I’ll see if I can get them here for the next DA meeting date of September 7.

5) Early Literacy Workshops - Just a reminder that there are two upcoming workshops on Early Literacy. Please make sure to make your staff aware of these opportunities and get your registrations in asap. Also note that there is a discount if a library registers for both sessions together. Program details below.
Something Good for Everyone: Children as Learners and Adults as Partners in Multi- Age Storytimes on Thursday, September 6 at the Guilderland Public Library from 9:00am to 4:30pm (lunch included)

Play at the Library: Creating Early Literacy Spaces That Invite Learning on Thursday, November 1 at the Schenectady County Public Library (Main) from 9:00am to 12:00noon

Further details and complete registration information is available on the UHLS website here: http://www.uhls.org/Early_Literacy_Workshop.pdf

Please contact Mary Fellows at 437-9880 x228 or mary@uhls.lib.ny.us if you have any questions on these programs. These workshops are part of the “Beyond Storytime: Positioning Libraries as Early Literacy Centers” LSTA supported collaboration between UHLS and the Mohawk Valley Library System.